

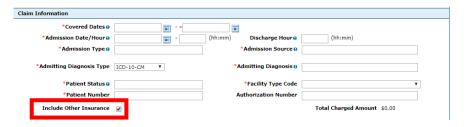
Submitting an Institutional Claim for Medicare Part B Coverage

If Medicare Part A does not make a payment or does not cover the service, then the provider will need to submit the claim to Nevada Medicaid through the Provider Web Portal (EVS) as a regular Fee-for-Service (FFS) claim. Please following these steps to submit an Institutional claim with Medicare Part B coverage.

- **Step 1:** Select type of claim being submitted (Institutional).
- **Step 2:** Select the Claim Type from the drop-down menu (Inpatient).



- Step 3: Complete Provider Information, Patient Information and Claims Information as needed.
- Step 4: Complete the Claim Information section and select the Include Other Insurance checkbox.



Step 5: Complete Diagnosis Codes and External Cause of Injury Diagnosis Codes, as necessary.

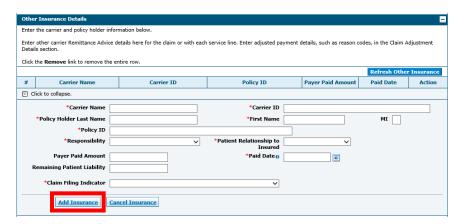
Step 6: Complete the Other Insurance Details to reflect the payment received by Medicare Part B for any Ancillary Services provided.

- Please note: The policy information **will not** auto populate in the Other Insurance Details panel. Other Insurance can be added by completing the following fields:
 - Carrier Name Enter the other insurance carrier name
 - Carrier ID Enter the other insurance carrier ID; this is also known as the electronic payer ID
 - Policy Holder Last Name Enter the last name of the policy holder
 - First Name Enter the first name of the policy holder
 - MI Enter the middle initial of the policy holder
 - Policy ID Enter the policy ID
 - Insurance Type Select the insurance type from the drop-down list
 - Responsibility Select the responsibility type from the drop-down list
 - Patient Relationship to Insured Select the patient relationship to insured from the drop-down list
 - Payer Paid Amount Enter the amount paid by the other insurance
 - Paid Date Enter the date the other insurance paid
 - Remaining Patient Liability Enter the remaining patient liability
 - Claim Filing Indicator Select the claim filing indicator from the drop-down list

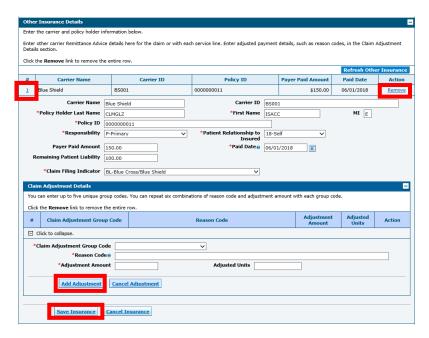
02/12/2020 Page 1 of 3



• All fields marked with a red asterisk are required fields. Fields that are not marked with a red asterisk **may** be required depending on the situation.



- Click "Add Insurance" to add the Other Insurance Details to the claim.
- Click the sequence number of any other insurance line item to add the Claim Adjustment Details as reflected on the Medicare Part B Explanation of Benefits (EOB).



Step 7: Complete Condition Codes, Occurrence Codes, Value Codes, Surgical Procedures as necessary.

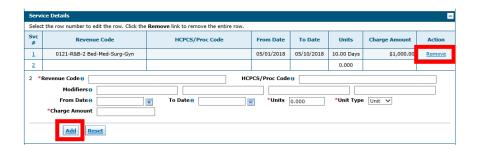
- For Medicare Part A exhaust claims, the Occurrence Code portion of the claim is required.
- For Medicare Part B only claims (recipient does not have Medicare Part A on file), the Value Codes portion of the claim is required.

Step 8: Add Service Details.

- Up to 50 service details can be added to an institutional claim
- Revenue Codes, Procedure Codes and Modifiers are searchable
- Click "Add" button to add each service detail
- Click "Remove" link to remove any service detail added to the claim in error

02/12/2020 Page 2 of 3





Step 9: Add Attachments as necessary. Note: It is not necessary to upload the EOB.

Step 10: Select "Submit" to submit the claim to Nevada Medicaid for processing.

02/12/2020 Page 3 of 3